



TREEHOUSE

ENDING HOPELESSNESS AMONG TEENS

Donor Engagement Manager

DEPARTMENT: Development

REPORTS TO: Senior Director of Strategic Development

STATUS: Full-time

CLASSIFICATION: Exempt

WORK HOURS: Hybrid work schedule with flexibility

BENEFITS: Competitive benefit package including salary range of \$55,000-\$70,000 and professional development.

ABOUT TREEHOUSE

TreeHouse is on a mission to end hopelessness among teens. Through safe, grace-based environments and one-to-one mentoring, teens build resilience, form healthy relationships, establish positive coping skills, and actively plan for their futures. Transformation happens from the inside out as teens come to believe they are lovable, capable, and worthwhile. Our vision is for every teen to be rooted in the living hope of Jesus—unleashing untold potential in themselves and their communities.

TreeHouse culture includes a strong commitment to diversity, equity and inclusion (DEI), and staff are grounded in the core values of GRACE (Growth, Relationships, Authenticity, Community, Empowerment). Both determine how we build healthy relationships with diverse populations of teens, alumni, donors, colleagues, volunteers, network sites, and the general public. TreeHouse is growing to lead the nation as a training and equipping organization, currently serving more than 3,000 teens annually across more than 50 sites in 10 states.

GENERAL TREEHOUSE STAFF REQUIREMENT

By God's grace, TreeHouse staff live out Christian faith and values in ways that are consistent with the teachings of Scripture, and by participating in a fellowship of believers for spiritual enrichment, encouragement, support, and accountability.

JOB SUMMARY

The Donor Engagement Manager is a part of the TreeHouse Development Team, which is responsible for driving revenue for the organization. Under the supervision of the Senior Director of Strategic Development, the Donor Engagement Manager is responsible for the entry-level gift strategy. This position will secure gifts by cultivating, stewarding, and retaining a large portfolio of entry to mid-level donors (\$500-\$2500 annual giving range), while identifying donors who can move to increased levels of giving. The position will also play an integral role in stewarding all donors (regardless of gift level) and prospect to position them for long-term and/or increased giving to TreeHouse.

ESSENTIAL JOB FUNCTIONS

- The Donor Engagement manager will be responsible for planning, executing, and tracking moves within a portfolio of donors and engaged prospects, resulting in high level of gift closures a year
- Design and implement development strategies to maintain a portfolio, involving relevant colleagues where necessary
- Work with the Donor Systems Team in creating effective Salesforce reporting and maintain current tracking tools
- Leverage digital communication tools to renew and acquire donations and engage constituent groups
- Manage and oversee Circle of Hope, TreeHouse's Monthly Giving program
- Work with the Grants team to organize and track grants
- Leverage prospect pipelines, and utilize CRM database (Salesforce) and related systems to understand trends, anticipate opportunities, identify prospects, demonstrate activity, and track progress
- Stay up to date on established and emerging practices, tools, and tactics in fundraising, donor experience programs, and digital communications
- Assists with the daily functions of the Development Team
- Create and maintain a Stewardship Program including holding Teen Thankathon events
- Work closely with internal cross-functional teams for successful execution of events and to meet event goals and objectives.
- Assist in fundraising events, including managing TreeWhat? programs
- Perform other duties and responsibilities as assigned by the Senior Director of Strategic Development including donor research and collaborating to create donor acquisition strategies

QUALIFICATIONS

- Mature faith in Jesus Christ which is compatible with the TreeHouse statement of faith and philosophy of ministry
- 2-5 years of Development, marketing or client-facing role, preferably in a non-profit sector.
- Strong interpersonal skills (emotional intelligence) and the ability to be highly adaptable, forging positive working relationships with a wide variety of people in a non-profit environment
- Must have a commitment to learning and participation in TreeHouse's diversity, equity, and inclusion efforts.

PREFERRED

- Proficiency with Microsoft Office applications, Google and Salesforce

COMPENSATION

- This full time, salaried position pays between \$55,000 and \$70,000 annually depending on experience and qualifications. TreeHouse's comprehensive benefits package for full-time employees includes; medical, dental, vision, life insurance, short-term and long-term disability, retirement plan, paid time off and employee assistance program.

If you are interested in applying for this position, please visit; www.treehousehope.org/

Position is open until filled.